TAB

FEB 16 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

THROUGH   : Comptroller

SUBJECT   : Request for Table of Organization Change (OSI)

REFERENCE   : Memorandum to the DD/A, dated 21 January 1954,
                  from the AD/SI, subject: as above.

    1. Reference memorandum and attachments set forth the proposed
internal realignment of the OSI administrative support function,
including the establishment of four positions to be devoted exclu-
sively to the OSI security function.

    2. The proposed positions concerned with the security function
as outlined in paragraph 3 have been approved by the Classification
and Wage Division in the grades requested. Concurrence was received
from the Acting Chief, Management Improvement Staff, concerning the
decentralization of the Special Intelligence security function to OSI
for its own Office. Within OSI, full technical security responsibility
for both Special Intelligence and regular security activities have
been assigned to the proposed Security Officer position and it is upon
this basis that grade GS-12 has been approved. Although not clearly
outlined in the memorandum, OSI is not requesting an increase in T/O
strength for these four positions since the Office is canceling four
positions previously established in the General Services Staff (E321,
E334.01, E402, and E403).

    3. In lieu of approving the three reclassifications requested
in paragraph 7 of reference memorandum, an agreement has been reached
with the Executive Officer, OSI, for these positions to be evaluated
during a classification survey of Administration Branch in the near
future.

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Assistant Director for Personnel

Enclosure
   Memorandum dated 21 January 1954,
   to the DD/A from the AD/SI

~~SECRET~~

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ENCLOSURE

MISSING